

**City of West Linn**  
**PRE-APPLICATION CONFERENCE MEETING**  
**SUMMARY NOTES**  
**February 5, 2015**

SUBJECT: Proposed six lot subdivision at 23128 Bland Circle

FILE: PA-15-04

ATTENDEES: Applicants: Andrew Tull, Ryan Zygar  
Staff: Peter Spir (Planning), Khoi Le, Erich Lais (Engineering) Jason Arn (TVFR)  
Other: Laurie and John Coppedge, Roberta Schwarz

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*The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any "follow-up" items identified during the meeting. These comments are PRELIMINARY in nature. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.*

**Site Information**

Site Address: 23128 Bland Circle  
Tax Not No.: tax lot 500 of Assessor's Map 21E35B  
Site Area: 2.11 acres  
Neighborhood: Savanna Oaks (Willamette (abutting))  
Comp. Plan: Low density residential  
Zoning: R-7 (Single family residential attached and detached / 7,000 square foot minimum lot size)  
Applicable code: CDC Chapter 85: Land Division (subdivision)  
CDC Chapter 12: R-7

**Project Details:** The applicant proposes a six lot subdivision on the recently annexed property. All lots exceed the 7,000 square foot minimum lot size ranging from 8,013 square feet to 25,557 square feet for the lot with the existing house. Four lots (2-5) would use a shared 20 foot wide access easement and private driveway to access the extension of Tannler Drive while the other two lots (1 and 6) will have direct driveway access to the extension of Tannler Drive consistent with CDC Chapter 48. No lots will access Bland Circle. Grade differentials between the Tannler Drive extension contiguous to the Sunbreak subdivision and this property were noted. Storm detention and treatment is proposed in a tract contiguous to Bland Circle. There are a number of trees at the site which will have to be inventoried and their significance determined by the City Arborist.

### Engineering Division Comments

The applicant should contact Khoi Le of the Engineering Department to determine required improvements at [Kle@westlinnoregon.gov](mailto:Kle@westlinnoregon.gov). TVFR comments are available from Jason.Arn@TVFR.com.

### Process

For the Subdivision, address the submittal requirements and provide responses to the approval criteria of CDC Chapter 85. There is a deposit fee of \$4,200 plus \$200 a lot plus final plat fee of \$2,000 and a final inspection fee of \$500.

N/A is not an acceptable response to the approval criteria. The submittal requirements may be waived, but the applicant must first identify the specific submittal requirement and request, in letter form, that it be waived by the Planning Manager and must identify the specific grounds for that waiver.

A neighborhood meeting is required per CDC 99.038. Follow the requirements of that section explicitly. The site is within the Savanna Oaks neighborhood. Please contact neighborhood president Ed Schwarz, available at [SavannaOaksNA@westlinnoregon.gov](mailto:SavannaOaksNA@westlinnoregon.gov). The Willamette neighborhood is within 500 feet of the site (on the south side of Bland Circle). Please contact Michael Selvaggio, available at [WillametteNA@westlinnoregon.gov](mailto:WillametteNA@westlinnoregon.gov).

Once the application and deposit/fee are submitted, the City has 30 days to determine if the application is complete or not. If the application is not complete, the applicant has 180 days to make it complete or provide written notice to staff that no other information will be provided. Once the submittal is deemed complete, a hearing with the Planning Commission will be scheduled.

Pre-application notes are void after 18 months. After 18 months with no application approved or in process, a new pre-application conference is required.

### ***Typical land use applications can take 6-10 months from beginning to end.***

**DISCLAIMER:** This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application ***or provide any assurance of potential outcomes.*** Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. ***A new pre-application conference would have to be scheduled one that period lapses and these notes would no longer be valid. Any changes to the CDC standards may require a different design or submittal.***